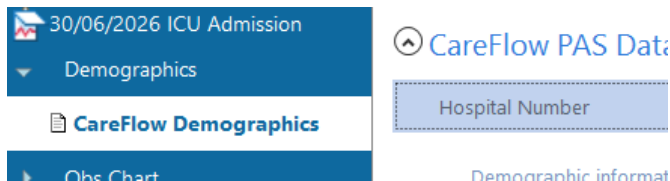
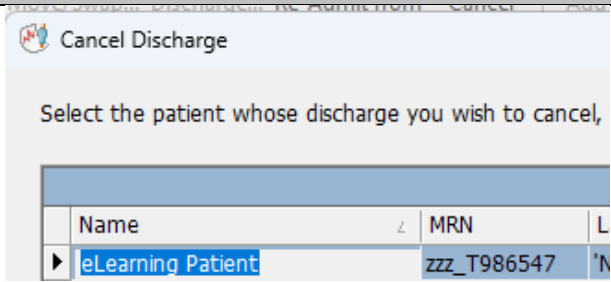
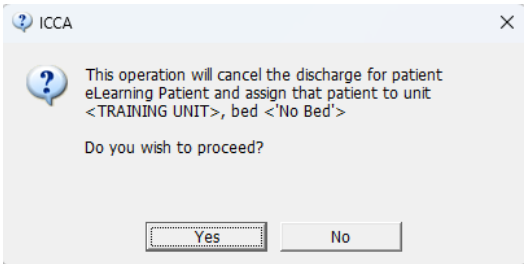
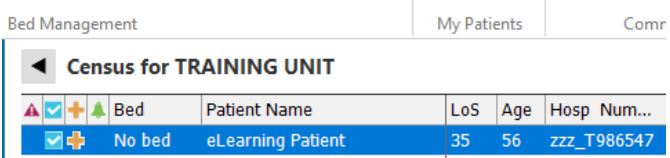


Accidental Discharge – Patient re-admitted on PAS before ICCA following erroneous transfer	
This workflow is only for if the patient has already been transferred back into the Critical Care unit via PAS without first having their discharge cancelled in ICCA	
Transferring back into the Critical Care unit before cancelling the discharge in ICCA will produce a second encounter ID without the previous documentation.	
Cancel discharge is not available on 'Encounter 1' now because you can only cancel the most recent encounter	
Important - After the correct discharge has been cancelled following the steps below please notify the nurse in charge and speak to ward clerk, audit staff or the data quality team who can assist in cancelling the accidental transfer out from the patient spells in CareFlow	
On the record for this new encounter, change the MRN in the demographic form to a fake "test patient" ID number. This moves the new 'Encounter 2' to the "fake" patient	
Because Encounter 2 is on a different patient, cancel discharge is now available on Encounter 1	
Select the appropriate bedspace within the unit	
With the bed selected click Cancel Discharge in the Census tab	
Confirm details for the patient and select their row	

Accidental Discharge – Patient re-admitted on PAS before ICCA following erroneous transfer	
	
A confirmation box opens, if correct click Yes	
The patient will then reappear in the census for that unit	
Patient is already present in CareFlow on the Critical Care unit with this workaround	
After the discharge has been cancelled on ICCA please speak to the nurse in charge and ICIP team, ward clerk or audit staff who can cancel the accidental transfer out (or data quality https://intranet.uhsussex.nhs.uk/data-quality)	